

## March 2022 PASSPort Post for Vendors

MOCS (PASSPort) <NYCMOCS\_PASSPORT@govdelivery.mocs.nyc.gov>



PASSPORT POST FOR VENDORS | MARCH 2022 | MAYOR'S OFFICE OF CONTRACT SERVICES

### IN THIS ISSUE

- LETTER FROM THE MOCS DIRECTOR
- JOINT TASKFORCE ON NONPROFITS
- NEW TO DOING BUSINESS WITH THE CITY?
- NOW LIVE! AWARD MILESTONES TRACKER ENHANCEMENT
- THE LATEST ON PASSPORT
- HHS PREQUALIFICATION APPLICATION IN PASSPORT
- NEED HELP? GOT A QUESTION?

### New to Doing Business with the City?

Visit our new webpage [Getting Started: An Introduction to Doing Business with the City of New York](#) to learn all about the role of PASSPort, how to become a vendor with the City, how to find and respond to contracting opportunities, how to enroll in commodities, and more!

### Letter from the MOCS Director



### Now Live! Award Milestones Tracker Enhancement



### Contract Awardees:

The Award Milestones tracker now displays the **Start**

**It is with great excitement and humility that I rejoin MOCS after 8 years as the Director of MOCS.** Much has changed since I left MOCS – VENDEX is gone, and contracting has gone fully digital. While so much has changed, the core of MOCS mission remains the same: improving the procurement process, reducing barriers to participation in City contracting, and leveling the playing field for doing business.

**I want to recognize the critical work that the City’s vendors have performed for us, particularly over the past two years.** We’ve seen local suppliers step up as the global supply chain for medical equipment experienced disruption, and small nonprofits adapt their operations to a new reality while continuing to deliver vital services to those hardest hit by the effects of the pandemic. Small nonprofits and M/WBEs will continue to be critical to the City’s recovery, and my job at MOCS will heavily focus on expanding opportunities for these groups, removing process and policy burdens that make it harder to move contracts to registration, and generally make the City a better business partner.

Full-scale implementation of PASSPort brings new opportunities to comprehensively review the City’s procurement process for the reforms mentioned above. It allows us to access reliable data to drive performance citywide, bring more transparency to the procurement process, and reinforce accountability. We are already seeing the fruits of this labor with the **Joint Taskforce on Nonprofits** (see the next article), and we look forward to leveraging this tool further to drive improvement across the board.

I want to personally thank all of my predecessors for the amazing work MOCS has accomplished over the last eight years and for their commitment to the City. From Lisette Camilo and Michael Owh to Dan Symon and Victor Olds, each Director added to this organization’s solid foundation, and I am honored to continue building upon the successes of my colleagues and friends.

**Thank you for continuing to do your part to assist with the City’s recovery. I look forward to working with you.**

Best regards,

**Lisa Flores**  
MOCS Director

---

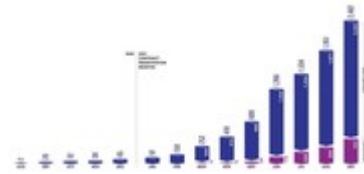
## Joint Taskforce on Nonprofits

The **Joint Taskforce on Nonprofits** recently released their recommendations to speed up contract registration and make

**Date and Completion Date** of every milestone! To learn more, refer to this [guide](#).

---

## The Latest on PASSPort



MOCS continues to deliver on its key goal of centralizing and standardizing the procurement process through digital transformation via PASSPort. See the latest on **PASSPort’s performance** [here](#).

In short, we’ve seen system adoption grow exponentially since the go-live of Release 3 a little under two years ago, as we expected. Currently, we are migrating financials activities from HHS Accelerator to PASSPort through functionality introduced in Release 4, with promising results so far.

---

## HHS Prequalification Application in PASSPort

**Health and Human Services Providers:** This is a reminder that an approved **HHS Prequalification Application** in PASSPort is required to respond to Health and Human Services (HHS) solicitations (RFx) in PASSPort. See the [HHS Prequalification Guide](#).

---

## Need Help? Got Questions?

Click the links below to get the answer to your questions ASAP:

[PASSPort FAQ](#)



sure nonprofits are paid on time, which you can find [here](#).

[PASSPort Guides](#)

[HHS Accelerator FAQ](#)

[HHS Accelerator Guides](#)

[NYC Nonprofits](#)

Still need help? Submit an inquiry to the [MOCS Service Desk!](#)

MOCS is proud to support this important work and looks forward to implementing the actionable recommendations to simplify the contracting process for this critical sector.

Note: To get help with **PASSPort RFX content questions** (for clarification on questions, for example), contact the City Agency that's soliciting the RFX via the [Discussion Forum](#) in the RFX.

The primary recommendations for reform are:

1. Increase accountability and transparency for city officials to ensure timely procurement and contracting through the creation of Contract-stat — a public data dashboard similar to Compstat.
2. Streamline the contracting process to prevent delays with the expanded adoption of the digital procurement system PASSPort.
3. Grow the Returnable Grant Fund to help minority-led nonprofits contract with the city. Revise the standard human services contract to include cost of living adjustments.
4. Improve leadership and management practices at the highest levels of government.
5. Boost administrative and contracting capabilities with training and technical assistance for nonprofit providers.

This Taskforce report is just the start. We have established an actionable framework to continue driving reform -- now begins the work of getting it done. We look forward to continued engagement with our nonprofit partners to ensure that we live up to the goals laid out in this report and hold ourselves accountable for fixing this process. And we would like to offer a special thanks to those who helped us reach this point.

---

### ***Update on COVID-19***

All New Yorkers 5+ can now walk up to get vaccinated without needing an appointment. [Walk-up vaccination sites](#) are open citywide. Additionally, you may book a vaccine appointment for you and any family member residing, working, or studying in New York City, by visiting the City's vaccine finder [here](#) or calling 877-VAX4NYC (877-829-4692).

In the meantime, New Yorkers should continue to get tested for COVID-19! It's FREE, confidential and available at a location near you. Go to [NYC.Gov/COVIDTest](#) to find a convenient testing site today. **#FightCOVIDNYC.**



Need help or have a question?  
Check out PASSPort FAQ and  
Learning to Use PASSPort.

Or, submit an inquiry to the  
MOCS Service Desk.

This email, including any attachments, may be confidential, privileged or otherwise legally protected. It is intended only for the addressee. If you received this email in error or from someone who was not authorized to send it to you, do not disseminate, copy or otherwise use this email or its attachments. Please notify the sender immediately by reply email and delete the email from your system.

---

This email was sent to Email Address using GovDelivery Communications Cloud, on behalf of: Mayor's Office of Contract Services  
· City Hall · New York, NY · 10007

